

Village of Williamsburg Regular Council Meeting

April 11, 2019

The regular meeting of the Williamsburg Village Council was held on Thursday, April 11, 2019 at 5:30 p.m. at the Community Center -107 West Main Street, Williamsburg, Clermont County, Ohio.

MEMBERS PRESENT: **MAYOR:** Mary Ann Lefker, **VICE-MAYOR:** Tim Wood, **COUNCIL MEMBERS:** Randy Mercer, Gary Collier, Mark Herren, and Dr. King **CLERK/TREASURER:** Michael Murray, **SOLICITOR:** Mike Minniear **POLICE:** Chief Mike Gregory, **FIRE CHIEF:** Kevin Wiedemann, **ADMINISTRATOR:** Susan Ellerhorst, **PUBLIC WORKS SUPERVIORS:** Kyle Cribbet and Bryan Bachtel.

AUDIENCE: Traci Schueler-Hurst and Ryshel Bowling.

Mayor Lefker called the meeting to order at 5:30 p.m. with the Pledge of Allegiance.

AUDIENCE STATEMENTS:

Traci Schueler-Hurst – June In Olde Williamsburgh ask if the Village will donate 1/3 of the cost for the festival fireworks \$2,200.

Councilman Mercer made a motion to approve the request for donating 1/3 of the cost for the fireworks. Councilman Herren second. All ayes by roll call. Motion carried.

APPROVAL OF MINUTES:

Councilman King made a motion to approve the March 7, 2019 regular meeting minutes. Vice-Mayor Wood second. All ayes by roll call. Motion carried.

MAYOR'S REPORT:

Mayors Court Fines and Costs Report for March 2019.

Vice Mayor Wood made a motion to approve the March 2019 Mayors Court Fines and Costs Report. Councilman Herren second. All ayes by roll call. Motion carried.

Mayor Lefker discussed the gas tax and permissive tax. The Village will receive an additional \$64,000 to be added to the Streets and Highway funds.

Mayor Lefker discussed the Special Event Application from the US Grant District Boy Scout Camporee at the Community Park on April 26 - 28, 2019.

Vice Mayor Wood made a motion to approve the Special Event Application for the Boy Scout Camporee on April 26 - 28, 2019. Councilman Herren second. All ayes by roll call. Motion carried.

Mayor Lefker discussed the upcoming Tree City Awards Luncheon in Centerville Ohio on April 26. Mayor Lefker noted the Tree Fair at the Williamsburg Elementary School has been scheduled for May 8th at 2:00 p.m. The Rangers group will be providing a presentation to the school about trees. Each student will receive a tree seedling to take home and plant. This year's tree seedling is an Eastern White Pine tree.

Mayor Lefker read the Arbor Day Proclamation for Village Council.

Mayor Lefker noted a tree was donated to the Village in Memory of Bill Brewer. The Village has scheduled the Memorial Tree Planting on June 1 after the 5/10k run at the Community Park. Mayor Lefker will look into a rock donation for the ceremony.

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Mayor Lefker announced Grassy Run will be at the Community Park on April 26 -28, 2019. Mayor Lefker discussed adding a sign to the park for the event. Councilman Herren noted WJAA has a sign that may be available. Council member agreed by consensus to place the sign at the park. Chief Wiedemann said the Fire Department would let the Village use letters for the sign.

Mayor Lefker reported receiving great comments about the Easter Egg Hunt event at the Community Park on April 6. Several churches and volunteers helped with the event.

SOLICITOR'S REPORT:

Solicitor Mike Minniear provided an update on the five annexation. Clermont County Commissioners will schedule a hearing for the annexations on May 29 at 11:00 a.m.

Solicitor Mike Minniear discussed the texting case regarding Cincinnati Council Members and reminded Council Members about Open Records and Public Meeting rules. Solicitor Mike Minniear will provide a Memorandum about these topics if Council is interested.

POLICE REPORT:

Police Chief Mike Gregory submitted a report on the Village calls, citations and runs. Councilman Herren requested adding year to date totals and months to the report.

FIRE REPORT:

Fire Chief submitted a report on the Townships Fire and EMS runs. Fire Chief reported no over doses this month.

CLERK/TREASURER'S REPORT:

Clerk/Treasurer Mike Murray presented the March 2019 Financial Statements (agenda item 1).

Vice Mayor Wood made motion to accept the reports as presented. Councilman Mercer second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray presented the March 2019 the SSI Utilities Receipts and UAN Receipts (agenda item 2).

Vice-Mayor Wood made motion to accept the report as presented. Councilman King second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray presented the March 2019 Utility Funds Snapshot for general information (agenda item 3).

Clerk/Treasurer Mike Murray presented the March 2019 Income Tax receipts report (agenda item 4).

Councilman Mercer made motion to accept the report as presented. Vice-Mayor Wood second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the third time, Resolution 832-19 Authorizing the Clerk/Treasurer to Establish a Fund 5727 Debit Retirement entitled "EPA Loan SR 133". This will be the Third Reading". (agenda item 5).

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Councilman Mercer made motion to accept the report as presented. Councilman King second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the first time Resolution 839-19 Authorizing the Administrator to enter into contracts as required for the West Main Street and East Main Street Water Line Project. (agenda item 6).

Clerk/Treasurer Mike Murray read for the first time Ordinance 1121-18 Adopt and Execute an agreement between the Village and CIC. (agenda item 7).

Clerk/Treasurer Mike Murray read for the first time Ordinance 1128-19 Approval of Revised Draft Solid Waste Management Plan, Dated 2018-2037, For Adams-Clermont Solid Waste Management District. (agenda item 8).

Clerk/Treasurer Mike Murray read for the first time Ordinance 1129-19 Stating Services to be Provided to Annexed Territory. (agenda item 9).

Clerk/Treasurer Mike Murray read for the first time Ordinance 1130-19 Establish Utility Service Rates. (agenda item 10).

Clerk/Treasurer Mike Murray read for the first time Ordinance 1131-19 Authorizing increase to 2019 Permanent Appropriations Revision 3. (agenda item 11).

ADMINISTRATOR'S REPORT:

Administrator Ellerhorst reported Stauffer Site Services LLC would be installing the manhole for the sewer project on Todds Run Foster next week.

Administrator Ellerhorst provided an update on the SR 133 Sewer Project. Stauffer Site Services LLC is currently trenching the area for the sewer line and installing the vault for the pump station.

Administrator Ellerhorst noted the Gay Street Phase I Reconstruction Project final design has been completed and will be sent out to bid in May.

Administrator Ellerhorst stated the Gay Street Phase II Reconstruction Project is in the design phase. Council agreed by consensus to design Phase II with rolled curbs, 35' wide pavement and no tree lawn.

Administrator Ellerhorst noted the East Main Waterline project bid opening is scheduled for April 2, 2019.

Administrator Ellerhorst reported the Bureau of Workers Compensation Grant Committee is reviewing the Village's grant application for \$40,000 towards the Jet/Vac Trailer.

Administrator Ellerhorst noted the US Army Corp is reviewing the request from the Village to realign the park entrance at Dela Palma and E Main Street.

Administrator Ellerhorst discussed upgrading the website, which was included in the 2019 budget. The Village will also apply for a grant to help offset the cost if awarded.

Administrator Ellerhorst noted replacement of the playground mulch was included in the budget.

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The Public Works Department will upgrade the drainage for the playground when they replace the mulch this year. The Village will also apply for grant to help offset a portion of the project.

Administrator Ellerhorst discussed the Safe Routes to School project on Willow and Spring Street. The project will add crosswalk signage, lights and ADA ramps to the Fifth Street intersections and crosswalk markings and ADA ramps on Willow and Spring Street.

Administrator Ellerhorst noted the Village has scheduled public records to be shred on April 16. Public Records will be shred per the Village's records retention schedule.

Administrator Ellerhorst reported the water loss was 9%.

Administrator Ellerhorst discussed the Bureau of Motor Vehicles License Tax and Permissive Tax audit for 2018 that identified \$21,614.05 was provided to Williamsburg Township instead of the Village. The audit paperwork has been sent to Bureau of Motor Vehicles.

PARK COMMITTEE:

Councilman King reported the Committee discussed the park sign placement and design. They discussed possibly looking at a LED sign.

The next meeting is May 7, 2019 at 6:30 pm.

Councilman Gary Collier entered at 7:15 pm.

Vice Mayor Wood made motion to suspend the rules on Resolution 839-19. Councilman Herren second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Resolution 839-19.

Councilman Mercer made motion to approve Resolution 839-19 Authorizing the Administrator to enter into contracts as required for the West Main Street and East Main Street Water Line Project. Councilman Herren second. All ayes by roll call. Motion carried.

Councilman Collier made motion to suspend the rules on Ordinance 1121-18. Councilman Mercer second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Ordinance 1121-18.

Vice Mayor Wood made motion to approve Ordinance 1121-18 Adopt and Execute an agreement between the Village and CIC. Councilman King second. All ayes by roll call. Motion carried.

Councilman Collier made motion to suspend the rules on Ordinance 1128-18. Councilman Herren second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Ordinance 1128-18.

Councilman King made motion to approve Ordinance 1128-18 Approval of Revised Draft Solid Waste Management Plan, Dated 2018-2037, For Adams-Clermont Solid Waste Management District. Councilman Collier second. All ayes by roll call. Motion carried.

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Councilman King made motion to suspend the rules on Ordinance 1129-18. Councilman Mercer second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Ordinance 1129-18.

Councilman King made motion to approve Ordinance 1129-18 Stating Services to be provided to Annexed Territory. Councilman Collier second. All ayes by roll call. Motion carried.

Councilman King made motion to suspend the rules on Ordinance 1131-18. Vice Mayor Wood second. All ayes by roll call. Motion carried.

Clerk/Treasurer Mike Murray read for the second and third time Ordinance 1131-18.

Councilman Mercer made motion to approve Ordinance 1131-18 19 Authorizing increase to 2019 Permanent Appropriations Revision 3. Councilman King second. All ayes by roll call. Motion carried.

PERSONNEL COMMITTEE: - No Meeting

The next meeting is scheduled for May 7, 2019 at 5:30 pm.

PLANNING COMMITTEE:

Councilman Herren reported Mr. Milton came to the Planning Commission Meeting to discuss adding a commercial retail section to the property located at 411 E Main Street. The property is current zoned R-4. The property is approximately 7.9 acres. Zoning code states the maximum density is eight dwelling units per net acre. Mr. Milton noted he has 95 units. The Commission noted that the density would not be compliant with current zoning if he sectioned a portion of the property for commercial.

Councilman Herren discussed the pilot project for 4H projects for chickens. If the project is successful, the Commission will possibly change the zoning code.

The next meeting is scheduled for May 7, 2019 at 7:00 pm.

SAFETY COMMITTEE: No meeting

The next meeting is scheduled for TBD.

UTILITIES COMMITTEE: No meeting

The next meeting is scheduled for April 25, 2019 at 6:00 pm.

ECONOMIC DEVELOPMENT: No meeting

The next meeting is scheduled for April 16, 2019 at 5:30 pm.

TREE BOARD:

Mayor Lefker discussed the tree donated to the Village for Detective Brewer Memorial. Mayor Lefker is still finalizing details but the tree will be planted at the park on June 1 after the Bill Brewer Honor Run for June In Olde Williamsburgh.

The next meeting is scheduled for May 23, 2019 at 6:30 pm.

FACILITIES AND EQUIPMENT:

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Vice Mayor Wood reported the Committee reviewed Public Works and Police Department surplus items. Vice Mayor Wood offered to fix the Police Department speed trailer that was in the group of items. Council discussed restoring and keeping the historic Williamsburg sign. Councilman Collier made a motion to approve the disposal of the Public Works and Police Department surplus items through GovDeals. Councilman King second. All ayes by roll call. Motion carried.

Vice Mayor Wood discussed a recommendation to replace the Utility Clerks computer. The cost would be \$1,395.00 for the new desktop computer with software.

Councilman Collier made a motion to approve the new desktop computer for the Utility Clerk. Councilman Mercer second. All ayes by roll call. Motion carried.

Mayor Lefker reported ordering a demo LED bulb for the decorative lampposts to see if the bulb will provide enough light for pedestrians.

Mayor Lefker discussed the community paper shred on April 16 at the Community Building. The cost would be \$5.00 per box. Council discussed the fee and the company profit off of the community paper shred.

The next meeting is scheduled for June 4, 2019 at 5:30 pm.

APPROVAL OF BILLS:

Councilman Herren moved to approve the bills presented (warrants 27068 – 27154 and EFT's 177-2019 – 242-2019) be paid. Councilman Mercer second. All ayes by roll call. Motion carried. Vice-Mayor Wood Abstain checks # 27068 and 27134.

Councilman Collier made a motion to excuse Dave Fiscus from missing this meeting. Councilman Mercer second. All ayes by roll call. Motion carried.

OLD BUSINESS:

Clerk Treasurer discussed the history of the water contract with Clermont County including the \$310,000 capacity when the Village discontinued making water.

Mayor Lefker discussed the proposals from both Clermont County and Brown County in 2008.

Councilmembers asked Administrator Ellerhorst to contact both Clermont County and Brown County about lower rates.

NEW BUSINESS:

Vice Mayor Wood discussed looking into the Post Office

ADJOURNMENT:

Vice-Mayor Wood moved to adjourn the meeting. Councilman Mercer second the motion. All ayes by roll call. Motion carried.

Mary Ann Lefker - Mayor

Michael Murray - Clerk/Treasurer

May 9, 2019
Date Passed